



## FINAL PLAT CHECKLIST

All items are to be completed by the firm preparing the plat and shall accompany the Final Plat when submitted to the Community Development Department. If the answer to any of the questions is no, a written explanation must accompany this checklist.

Subdivision Name: \_\_\_\_\_

Were 10 folded copies submitted? Yes\_\_\_ No\_\_\_

Was a digital copy of the image submitted? Yes\_\_\_ No\_\_\_

Was a digital copy of the legal description submitted? Yes\_\_\_ No\_\_\_

**Does the Final Plat show the following information?**

- Name of Subdivision Yes\_\_\_ No\_\_\_
- A legal boundary description with angular bearings and linear distances, referenced to section or quarter-section corners, with a maximum closure error of 1 in 5,000 Yes\_\_\_ No\_\_\_
- Location of monuments, shown in reference to existing official monuments or the nearest established  $\frac{1}{4}$  section corner, including the bearings and distances to such reference points or monuments Yes\_\_\_ No\_\_\_
- Location of lots, streets, public highways, alleys, parks, and other features with dimensions in feet and with the length of radii on all curves, and other information necessary to reproduce the plat on the ground Yes\_\_\_ No\_\_\_
- Lots numbered clearly, blocks numbered or lettered boldly and clearly in the center of the block Yes\_\_\_ No\_\_\_
- Exact locations, right-of-way widths and names of all streets and alleys to be dedicated Yes\_\_\_ No\_\_\_
- Boundary lines and descriptions of any areas other than streets which are to be dedicated or reserved for public use Yes\_\_\_ No\_\_\_
- Building setback lines (front, side, and rear) Yes\_\_\_ No\_\_\_
- Scale, legend, dates of preparation and north arrow Yes\_\_\_ No\_\_\_
- Locator map, drawn at a scale of 1"=2,000', locating the proposed subdivision in relation to the section of land Yes\_\_\_ No\_\_\_
- Bearings and distances of adjacent plats if different Yes\_\_\_ No\_\_\_
- Any limited access points Yes\_\_\_ No\_\_\_
- Any area within a federally designated flood plain Yes\_\_\_ No\_\_\_
- Identification of adjacent platted subdivisions Yes\_\_\_ No\_\_\_
- Park and recreation land, or open space Yes\_\_\_ No\_\_\_
- Lot depth, width and size Yes\_\_\_ No\_\_\_
- Area of all lots in square feet Yes\_\_\_ No\_\_\_
- Dedicated easements with dimensions Yes\_\_\_ No\_\_\_
- Statement dedicating all streets, alleys, drives and all other parcels not previously dedicated, for public or private use Yes\_\_\_ No\_\_\_
- Certification by a registered land surveyor Yes\_\_\_ No\_\_\_
- Certification that all prior existing easements have been absolved on parcels to be dedicated to public use Yes\_\_\_ No\_\_\_
- Certification of execution for the owner'(s) signatures(s), and all parties having a mortgage or lien interest on the property Yes\_\_\_ No\_\_\_
- Space for endorsement by the Planning Commission Yes\_\_\_ No\_\_\_
- Space for endorsement by the City Council Yes\_\_\_ No\_\_\_